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The UCF Report

Volume 6, Number 37

for the Faculty and Staff

Wednesday, May 16, 1984

Ellis lists promotions for faculty

Leslie Ellis, provost and vice president of Academic Affairs, announces the following faculty promotions, effective Aug. 3, 1984:

To professor — John J. Brennan, Physics Department, Arts & Sciences; Llewellyn M. Ehrhart, Biological Sciences, Arts & Sciences; Peter L. Gillet, Marketing, Business Administration; Patricia C. Manning, Educational Foundations, Education, and Fred L. Raffa, Economics, Business Administration.

To associate professor — Donna Baumbach, Educational Services, Education; Delorys M. Blume, Educational Foundations, Education; Terry L. Campbell, Accounting, Business Administration; Rosie Joels, Instructional Programs, Education.

Also, Donald C. Malocha, Electrical Engineering, Engineering; William W. McCartney, Management, Business Administration; Gary W. Orwig, Educational Services, Education, and E. Theodore Veit, Finance, Business Administration.

Canadians give Library backruns of paper, magazine

The Canadian Consulate in Atlanta has purchased backruns of the *Toronto Globe and Mail* newspaper and *McLean's*, a newsweek magazine, to give to UCF Libraries.

Director Anne Marie Allison, said the Atlanta Consulate serves the southeastern U.S. and the only other institution recognized by the consulate is Duke University, which also has a Canadian Studies program.

Consulate spokesman, Jeffrey Smith, said the Canadian Government was impressed by the fine work of Henry Kennedy (professor/Political Science), the director of UCF's Canadian Studies.

At their recent annual meeting, UCF Women's Club made a contribution so the Library could buy a special cabinet to house the microform backrun donated by the Canadian Government.

Doris O'Hara, outgoing Women's Club president, said she was pleased to show a donor that the UCF community recognized the external contribution with a matching local gift.

Crew pair places fourth in nation, women's 8, fifth

The two man rowing team from UCF came in fourth in the Small College National Championships of Rowing at Philadelphia on Saturday, May 12.

Women's junior varsity eight took fifth in their event.

Dennis Kamrad, coach of crew at UCF for 12 years, took 40 students to Philadelphia and they entered five events.

Three of the teams, all in boat crews of eight, missed by one place making the finals. These included women's varsity, men's freshman and men's varsity.

April grants signal summer research

Research grants that came through the Division of Sponsored Research in April signal the call of faraway places.

A National Science Foundation grant of \$64,357 is a continuing one that a husband-wife team of archeologists bring with them to UCF now, although

they will not have classes on campus until the Fall term.

Diane Chase, from Princeton, and Arlen Chase, of the University of Pennsylvania, get the NSF grant for their continuing study of a Mayan city, Caracol, in Belize. Caracol's existence

has been known since 1938 and Arlen Chase has been studying it since 1950.

The Chases have the sole digging permit for Caracol. Artifacts that have been allowed to leave the country have gone to a museum in Philadelphia.

Harvey Miller (professor/Biological Sciences) has a \$56,129 NSF grant to continue his study of mosses and liverworts in Melanesia. He and an associate will island hop by local airline in the Republic of Vanuatu collecting samples.

Dr. Miller's grant started last year and that summer was spent merely preparing for the current field trip. Another year of field collecting will be needed after this one, he said.

Other research funding for April included: R. L. Arnold, Instructional Resources, \$3,600 for audio-visual services for ADVISE Inc.; P. R. McQuilkin, Undergraduate Studies, \$22,400 from various sources for support of a program to give gifted high school students a college experience on campus.

Also, F. A. Pinder and J. W. Gracey, Cooperative Education, \$6,000, Florida Department of Education, for a computerized vocational counseling project to assist students in career decisions; L. H. Armstrong, Mathematics, FL/DOE \$19,493 for development of test items for a college-level academic skills project.

Also, K. Z. Keller, English, \$2,506 from National Endowment for Humanities for support to attend a seminar on mythical structures in literary satire; D. T. Kuhn, Biological Sciences, \$3,200 from NATO for study of gene controlling enzyme pattern formation in imaginal discs in fruit flies.

Kuhn also received \$2,400 from the American Cancer Society for summer research fellowships for medical and pre-baccalaureate students; Abraham Pizam and R. J. Calantone, Tourism Studies, \$7,499 for market research survey for Cypress Gardens; W. E. Rodriguez-Ramos, Civil Engineering, \$7,187 from UCF/EIES for development of an elementary computer graphics electronic spreadsheet module for construction projects.

Also, H. C. Towle, Electrical Engineering, \$9,245 from UCF/EIES for review of LISP and QPSS for artificial intelligence research, and F. O. Simons, Electrical Engineering, \$9,748 from Electronic Associates Inc. for research on new algorithms to improve the computational effectivity of a dynamic systems analysis program.

UCF Report goes on summer mode

This is the first edition on the summer schedule for the *UCF Report*. There will be seven more biweekly editions.

The Aug. 22 edition will be the last of the biweeklies. Start of the Fall term on Aug. 20 signals the return to a weekly schedule.

Future summer edition will be dated May 30, June 13, June 27, July 11, July 25, Aug. 8 and Aug. 22.

Deadline for summer editions will be noon on Fridays, May 25, June 8, June 22, July 6, July 20, Aug. 3 and Aug. 17.



Belated thanks

Since UCF passed its own fund-raising goal last fall, and since that helped United Way of Orange County, Inc. to surpass its goal of support for nearly 70 social service agencies in the community, Kim Dehler (left) and Marcia Gonzalez (right), president and vice president of the Barry Manilow Fan Club, called on UCF President Trevor Colbourn to convey a special thank you. Manilow didn't get a kiss, but gets mentioned because he donated his song, "One Voice," to United Way. P.S.: The next fund drive begins Sept. 25, 1984.

"New people" and "new ideas" are new goals of Staff Council

President Marti Lyon last week pleaded for "new people" and "new ideas," to keep up the momentum that gave the Staff Council a very successful year in supporting the Career Service role at UCF.

As promised, the annual Staff Assembly, held in the President's Board Room, Tuesday, May 8, started and ended within 45 minutes, summed up the year's accomplishments, and extended challenge and hope for the future.

The planned speaker, President Trevor Colbourn, was in Tallahassee. Vice President of Business Affairs Phil Goree reported that Colbourn and Associate Vice President Alan Fickett, the University's legislative liaison, were meeting in Tallahassee with their counterparts from other state universities on Career Service salaries.

"We hope that out of these efforts the governor and legislative leaders will recognize the contribution Career Service employees make to the state university system," he said.

He promised to let the employees know when there is a bill on salaries pending so that as individuals, Career Service employees could let their legislators know how they feel.

Some of the highlights of the past year recounted by Lyon:

1 — Sick leave pool implemented that know has more than 300 employees participating.

2 — A charter change to allow permanent representation on Staff Council by area campus workers.

3 — Fall and spring fashion shows.

4 — Showing of an educational film on Proposition One.

5 — Initiating a "no smoking" lounge per building.

6 — Establishing an annual reception for retirees.

7 — The largest ever awards banquet. There were 108 employees recognized for time in service and 20 year awards will be given next year.

8 — \$100 given to the police escort service.

"We are becoming more visible. Our efforts have received more publicity with more stories in the UCF Report this year. For years the interest in the Staff Council has been minimal. We hope we got across to you the need to get more attention," Lyon said.

Dr. Robert Harman, director of the Counseling Center, spoke about stress on the job, how to recognize it and ways to avoid it. He advised that counseling at his office is available to Career Service employees, as well as students.

Goree opened, and closed the 13th Staff Assembly.

Real Estate offers four sales courses

The UCF Real Estate Institute will offer four evening courses in June, ranging from the required real estate review for salespersons and brokers to the appraisal principles course in cooperation with the American Institute of Real Estate Appraisers.

The review course will be conducted June 1-3 at the main UCF campus. Sessions will meet from 6 to 10 p.m. Friday, and from 9 a.m. to 5 p.m. Saturday and Sunday. Cost is \$50 with materials.

The AIREA principles course begins June 5 at Winter Park High School, with classes each Tuesday and Thursday from 6:30 to 9:30 p.m. through July 5. Tuition is \$180 including materials. The AIREA exam fee is additional.

Real Estate Principles, Practices and Law I, for aspiring salespersons, will meet June 12-26 at UCF. Sessions will be held from 6 to 10 p.m. Tuesdays, Thursdays and Fridays, and from 9 a.m. to 5 p.m. Saturdays and Sundays. Tuition is \$100 with texts.

The Greater Orlando Chamber of Commerce will be the locale for Real Estate Principles, Practices and Law II, for prospective brokers, which begins June 18 and extends through Sept. 10. Classes will meet each Monday and Wednesday from 6 to 10 p.m. Tuition is \$150 including materials.

Information on any of the June offerings, or any courses available through the UCF Real Estate Institute, may be obtained by calling x2126.

Math course aims to ease anxieties

Six weeks of concentrated study designed to help students conquer deficiencies and their anxieties toward mathematics will be held on campus June 18 — July 26.

Sessions will meet from 6 to 9 p.m. Mondays and Thursdays in the Education Complex. Dr. K. Phillip Taylor will instruct, covering basic principles of arithmetic, geometry and algebra.

For information call Extended Studies, x2123.

Business College rates good review

The Continuing Accreditation Committee of the American Assembly of Collegiate Schools of Business last week notified UCF that it recommends the continued baccalaureate and masters accreditation of the College of Business Administration.

The Accreditation Council concurred in this recommendation. President Richard R. Weeks notified Dean Clifford Eubanks.



May 21-25

Institute of Government
at UCF

May 25-27

Miss United Teenage Pageant
at UCF

June 1-3

Real Estate Review
at UCF

June 5 — July 5

A.I.R.E.A. Appraisal Principles
at Winter Park High School

June 6-8

Adult Learners
at Hilton Inn Florida Center

Official memoranda

Publication of these memoranda and announcements about University policy and procedure constitutes official notice to faculty and staff

To: All Faculty
From: Registrar
Subject: Final Class Rolls

5/8/84

The Final Class Roll is the result of the course and section selections made by students during Registration and Late Registration, and changes made during the Add/Drop period.

If a student's name does not appear on the Final Class Roll, he is **not** registered for the class. He must report to the Registrar at once!

Students may appear on this roll, but later be dropped for nonpayment of fees and not appear on your Final Grade Roll.

Please report the name and social security number of any student who has never attended a class section to the Registrar at once. Effort will be made to contact this student before the end of the fifth week, as he may wish to withdraw from the class.

A student must report a change of name in person to the Registrar.

Your roll should be correct! Possible name changes which will appear on your Final Grade Roll will be pertaining to those students who withdraw up to and including May 25, 1984 and those students who have been dropped for nonpayment of fees.

Each student's name must remain on your roll if he did not drop during the Add/Drop period, which ended May 10, 1984.

To: The University Community
From: Bill D. Morris,
Acting Director of Safety
Subject: Mandatory Use of Seat Belts

4/30/84

The Cabinet of the State of Florida has adopted a resolution requiring state employees to utilize seat belt restraints whenever they are using a motor vehicle for state business.

The Department of General Services is promulgating the rules. The rules encompass all motor vehicles i.e., state owned, state leased, rented by the state and privately — owned vehicles which are used for official state business.

Please heed and comply with this rule any time you operate any vehicle on state business.

To: University Personnel
From: Joseph Gomez
University Controller
Subject: Travel Regulations

5/3/84

State of Florida travel regulations require that an agenda be submitted with the travel reimbursement when a conference or convention is attended.

Any time a registration fee is paid, an agenda for the meeting you are attending must accompany the travel reimbursement.

Please be sure to include all required information and receipts in order to avoid delays in processing travel payments.

To: All Departments
From: I. D. Maxwell,
Bookstore Manager
Subject: End of the Year Departmental Charges in Bookstore & Office Supply Store

5/10/84

June 8, 1984 will be the last day for departments to charge items in the University Bookstore & Office Supply Store for fiscal year 1983-84. This is also the last day to return merchandise purchased in fiscal year 1983-84 for credit.

This deadline will allow accounting personnel sufficient time to process all charges for this fiscal year.

To: UCF Employees and Students
From: Dr. Richard G. Denning, Chairman
Wanielista Review Committee
Subject: Performance Review

5/1/84

The University of Central Florida is conducting a formal review of Dr. Martin Wanielista, Chairman, Civil Engineering and Environmental Sciences Department. We are asking your assistance in this process by providing us with information concerning Dr. Wanielista's performance as chairman over the past five years. Specific area of interest include:

1. Leadership qualities
2. Management of resources
3. Administrative skills
4. Service to the University and community
5. Creative activities including research

Your comments in those areas in which you have had personal contact with Dr. Wanielista will be greatly appreciated. Dr. Wanielista has waived the right of access to all responses. You can be assured that the Review Panel consisting of selected UCF faculty and one student will maintain the privacy of your comments. We hope to complete this part of the evaluating soon, so please submit your comments no later than May 23, 1984.

Please address your reply to:

Wanielista Review Committee
Dr. Richard G. Denning
ENT Department
EN 113

Introducing: newcomers

Sheree G. Barnes (clerk typist III/Admissions/Brevard Center) says, "If you want honey, see me." The rest of the story is that her dad raises bees at Winter Garden where she grew up and worked at Disney World while attending West Orange High, and again worked after she spent 4½ years in West Germany with husband, Ken, who was in the service at that time. They now live in Titusville, Ken's home town, and share enthusiasm for racketball, swimming and travel.

Jim Chellis (assistant basketball coach) came from a similar slot at Xavier U., Cincinnati. He got his B.S. in social studies at Ohio State, and did some post-graduate work at Xavier. Single, he has three brothers and seven sisters. He likes bicycling, jogging, weightlifting, movies, travel, outdoor sports, racketball.

Henrietta L. Glow (senior secretary/Library) was born at Picayune, Miss., and attended Mississippi Southern. She worked at the University of South Florida 7½ years, until she moved recently to Orlando with husband, Lewis, and their three teenage children. She likes camping, swimming, reading, gardening and cooking.

Leslie Titorenko (clerk typist II/Health Services) was born in St. Petersburg and now lives in Orlando. She is married.

Carolyn W. Smith (clerk III/Math) was born in Orlando and now lives in Sanford. She has two children, Joe, 10 years, and Anthony, two months. Music and crossword puzzles are her hobbies. She formerly worked for Ablest Temporary Service.

Barbara Smith (secretary III/Computer Science) was born in Orlando and now lives in Sanford with husband, Jeff, and Brad, age 2. She formerly worked for the UCF Housing Office and for a hobby, bowling rates at the top of her list.

Manuel D. Melliza (electrician/Physical Plant) was born in the Philippines and now lives in Orlando. Away from work his thoughts turn to fishing, jogging, swimming and weight lifting. His last employer was the U.S. Army. His children include George, 12, Marc, 18, and Judy, 21.

Barbara A. Rayen (secretary specialist/Arts & Sciences/Brevard Campus) started life in Beaufort, S. C., and now lives on Merritt Island with husband, Carl, a canary, Tweety, and a cat, Garfield. She formerly worked for Channel 24 and FM90 Plus. She earned an executive secretary diploma from Orlando College. Sewing, needlepoint, canoeing, sailing and reading are hobbies.

Piano festival at UCF in June

Pianists, piano teachers and performers from near and far will attend the 27th annual American Matthay Piano Festival at UCF June 24-29.

There will be lectures and discussions through the day and performances each of the five nights at the music rehearsal hall. These will be open to the public for \$4 a performance.

Finals for the Clara Wells Piano Competition also will be held during the festival. It is sponsored annually by the American Matthay Association.

British pianist Tobias Matthay (1858-1945) was a major force in the art of piano performance and teaching. UCF music chairman, Gary Wolf, is president of the American Matthay Association.

Chase and Green win Health award

The College of Health Distinguished Author's Award for 1984 has been awarded to Mrs. Betty Chase and Mrs. Juanita Green, Department of Nursing for their research article titled, "Blood Pressure Study in Adolescents." Each will receive a check in the amount of \$50 and a plaque designating the award.

The purpose of the award is to recognize a faculty member who has demonstrated research through the development of a published or unpublished manuscript, article, book or chapter.

Grant Opportunities

Skaggs Foundation — Program categories: performing arts, social and community concerns, projects of historic interest, folklore/folklife, international grants, and special projects. Letter of intent due June 1.

Annenberg/CPB Project — To support projects that use telecommunications technologies to enhance the quality and availability of higher education through (1) the production of more collections of significant college-level materials or (2) pilot projects which test the application of telecommunications technologies to the needs of education. Pre-application due June 7.

Administrative License Removal for DWI (DOT) — To determine general and specific deterrence effects of administrative license suspension/revocation for driving while intoxicated and determine the impact of this sanction on deterring potential drinking drivers and repeat offenders. Due June 12.

Indo-American Fellowship Program (Council for the International Exchange of Scholars) — Awards are offered in all academic disciplines, including the creative arts, for advanced research in India. Both long-term and short-term research fellowships will be awarded. Due June 15.

Technological Innovation (NSF) — Provide information that will assist private and public sector managers in enhancing American technological growth through research on (1) the implementation of advanced manufacturing technology or state and local initiatives in high-technology developments and (2) state and local initiatives in high technology development. Due July 1.

Solar Maximum Mission Guest Investigator Program (NASA) — Guest investigators may use data from SMM observing sequences, propose special operations for future data acquisition, or provide theoretical interpretive studies in support of specific experimental results from SMM. The primary objective is to study solar flares and flare-related phenomena. A secondary objective is to measure the total radiative output of the sun over an extended period with high accuracy and precision. Due July 1.

Program to Improve Patient Functional Status (Robert Wood Johnson Foundation) — Small-scale research and development projects to improve medical care so that patients may better conserve or regain their functional effectiveness in the important tasks of everyday living. Due July 2.

Innovative Program for Severely Handicapped Children (ED) — Supports research, development or demonstration, training, and dissemination activities which meet the unique educational needs of handicapped children and youth. Due July 2.

Training Personnel for the Education of the Handicapped Program (ED) — To support development, demonstration, evaluation, and distribution of imaginative or innovative approaches to the preparation of personnel to educate handicapped children and youth. Due July 2.

For further information, please contact Nancy Morgan, x2671.

Heart Institute lecture tonight

"Blood Component Therapy" is the subject of a lecture at 7 p.m. today, Wednesday, May 16, in the Florida Heart Institute's series at Loch Haven Arts Center.

The speaker is Richard H. Walker, M.D., of William Beaumont Hospital. The free talks are directed to doctors, nurses, pharmacists and allied health personnel.



At the helm

Key persons in this year's UCF Foundation, Inc., are 1984 officers, led by (seated in chairs) Michael Sheffey, president, left, with Charles K. (Pete) Cross, president-elect, next to him. Others l. to r. Don Dizney, 1st vice president; Jerry McGratty, 2nd vice president; Glenn Martin, vice president; E. Dan Ruffier, secretary, and Allen Trovillion, immediate past president.

Prospective student tours go on daily, although few notice

There were 108 small group tours of UCF campus conducted out of Undergraduate Studies in April.

While the tours themselves were typical, the number of them was high, reflecting a growth in a little known service.

Shirley Fowles, secretary in High School and Community Relations, has been tour coordinator since she was employed in 1980.

Her tours start days, or weeks earlier, with a telephone call that gets directed to her. "I get calls from all over the U.S. and Puerto Rico...a lot come from Puerto Rico.

"Generally, it's the prospective student. Or it may be a parent, and when it is, the family is planning a Florida trip and UCF is on their agenda of colleges to visit.

"Once in a while I get a call from a jealous boyfriend trying to get his girl to transfer to UCF from some other college.

"Sometimes a school counselor will arrange tours and a number of my calls come from Martin and Westinghouse employees who are being transferred to the Orlando area.

"I enjoy these telephone calls. We always have a nice, warm conversation and it ends by exchanging information about the weather where they are and here on campus. So many people ask me if I'm from Maine, and of course I am," Shirley elaborated.

During the telephone calls Shirley fills out her notebook calendar and prepares a postcard reminder to the caller that they have a date at a certain hour of a certain day.

When the hour and date arrive Shirley sends the party out with a student guide. Phi Theta Kappa Alumni Association is a regular source of student assistant guides.

Four UCF upperclassmen are kept on the payroll in her department, with their first duty to conduct tours between 10

and noon and 2 and 4 each weekday.

"Prospective students always want to know where to find the bookstore and the eating places. When they already have a major subject they want to walk through that department and some ask to have an appointment with a faculty member.

"The tour lasts 40 to 50 minutes and we make sure they have pamphlets to take with them. We found tour guide badges help and we keep a stock of black and gold umbrellas for when it rains," Shirley explained.

"Out of state families want to know about housing on campus, but the answer to that is usually a waiting list, since present housing can accommodate only 899 students. We also provide them with off-campus apartment information," she said.

Records have not been kept that will tell the university how many students result from the courtesy tours.

"It's just something the university does that we know is helpful to the student and family. It's our contribution to making UCF a nice place to live and learn," she summarized.

Shirley is the wife of Keith Fowles, general manager of WUCF-FM.



SHIRLEY FOWLES
...where the tour begins

**Monday, May 21**

Country Fried Steak *
Turkey ala King
Carved Roast Beef

Tuesday, May 22

Grilled Liver and Onions
Veal Parmesan *
Carved Leg of Lamb

Wednesday, May 23

Swedish Meatballs over Rice
Chicken Cacciatore *
Carved Ham

Thursday, May 24

Lasagna **
Turkey Fried Rice
Carved Roast Pork

Friday, May 25

Fillet of Perch Parisienne *
Beef Pot Pie
Carved Turkey and Dressing

Monday, May 28

The University Club will be closed for the Memorial Day holiday

Tuesday, May 29

B.B.Q. Chicken *
Macaroni and Cheese
Carved London Broil

* **Daily Special** includes entree, 2 vegetables, dinner roll and beverage \$2.60 plus tax.

** **Special** includes entree, small salad, garlic bread and beverage \$2.60 plus tax.

Mail Room moves back to Library

Looking for the Mail Room? It's back at the Library. In fact it's in back of the Library.

Ted Chester (business manager/Auxiliary Services) said the move was made from the Student Services Bldg. since the last *UCF Report* edition because of the near completion of the Library renovation.

Wilma McCollum, postal administrator, notes that in her years at UCF the Mail Room has been in three places in the Library and for the last 18 months, next door, at the Student Services Bldg.

The present location is identified as Room 143, Library Dock. One advantage over the last location is that the trucks may back up to the door.

Chester advised that hours of service remain the same, 7:30 a.m. to 4 p.m. Who will use the space in Student Services vacated by the postal operation has not been determined, he said.

FREE POSTERS

Dr. Henry Kennedy, director of Canadian Studies, has a collection of acid rain posters he is willing to give away. He recently hosted the Canadian-American conference on the acid rain problem that was held on campus.

Kennedy suggests that people on campus may have sons and daughters who would like to have the posters to hang in their rooms. He may be reached at x2079.

The UCF Report

The *UCF Report* is the University of Central Florida's official publication, whose purpose is to inform the University community through announcements, official memoranda and items of general interest. Publication and announcements and official memoranda about University policy and procedures in *The UCF Report* constitutes official notice to faculty and staff. *The UCF Report* is a weekly publication most of the regular academic year and biweekly during the summer sessions, at a cost of \$180 per issue, or 7.5 cents per copy, paid for by the Office of Public Affairs, ADM 395-J, x2504.

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Editor: Don Rider
Editorial Assistant: W. Thompson
Photographer: Tom Netsel
Typographer: C. Glenn Haygood

Employment opportunities

UCF is an Equal Opportunity/Affirmative Action Employer

For resume of current openings, call Career Opportunity Line, 275-2778

The following is a list of positions currently in the recruitment process. It is the responsibility of the individual interested in state employment to complete successfully any required performance and/or written exams prior to being considered for a specific job opening. Because of limited facilities we administer career service tests by appointment only, on a limited but continuous basis. If you are unable to schedule an exam for a current vacancy before the posted closing date, we encourage you to proceed with the exam so that you will be eligible for the next position in that class which becomes available. All scores are valid for eighteen months. For further information and test appointment, call 275-2771. All inquiries must be made through the personnel office for systematic handling.

Faculty positions available — see state university system position vacancy announcement.

Administrative & Professional

COORDINATOR OF DEVELOPMENT

(Alumni Affairs) Bachelor's degree and three years institutional experience in private voluntary support fund-raising activities in a responsible administrative position. Prefers demonstrated writing abilities; computer knowledge, demonstrated abilities in working with volunteers/board of directors. \$15,660-26,100; \$600. 5/17/84.

Career Service

PERSONNEL TECHNICIAN I (Personnel)

Bachelor's degree. Professional or nonprofessional personnel experience can substitute on a year-for-year basis for the required education. Prefer employment experience in the areas of interviewing, examination administration and background investigations.

\$12,235.68-17,413.92; \$468. 5/24/84.

CAREER COUNSELOR II (Cooperative Educ. & Placement) Bachelor's degree with a major in psychology or education and two years of professional experience in career counseling, psychology or guidance; or a master's degree in psychology or education and one year of professional experience as described above.

\$13,676.40-19,627.20; \$524.80. 5/24/84.

COMPUTER SYSTEMS ANALYST I (Computer Svcs.) Bachelor's degree with a major in one of the computer sciences; or a bachelor's degree and one year of experience in computer systems analysis and/or computer programming. Prefer knowledge of IBM VM/CMS and OS/VS1. \$16,307.28-23,636.16; \$624.80. 5/25/84.

MANAGER OF LABORATORIES Dean's Office/Health) Bachelor's degree with a major in one of the natural sciences or business and two years of storekeeping, purchasing, administrative work, laboratory instrument design or laboratory facility work; or a master's degree in one of the physical or natural sciences or business and one year of experience as described above. Experience

described above can be substituted on a year-for-year basis for the required college training. Prefer experience in state purchasing procedures, and quality assurance of laboratory equipment. \$15,346.80-22,174.56; \$588. 5/24/84.

SENIOR SECRETARY (Arts & Sciences)

Graduation from high school and three years of secretarial and/or clerical experience. Typing exam. Prefer shorthand. \$10,419.12-14,657.76; \$399.20. 5/24/84.

CLERK TYPIST III (Registrar's)

Graduation from high school and two years of secretarial and/or typing experience. Typing Exam. \$8,560.80-11,838.96; \$328. 5/24/84.

CLERK TYPIST III (Library)

Graduation from high school and two years of secretarial and/or typing experience. Typing Exam. Prefer knowledge of payroll certification. \$8,560.80-11,838.96; \$328. 5/24/84.

CUSTODIAL WORKER (Student Center)

Ability to follow written and oral instructions. \$7,475.04-9,688.32; \$286.40. 5/17/84.

WORD PROCESSING SYSTEMS OP. III

(Word Processing) Graduation from high school and two years of experience in the operation of word processing equipment. Typing exam. \$10,419.12-14,657.76; \$399.20. 5/17/84.

WORD PROCESSING SYSTEMS OP. II

(Extended Studies) Graduation from high school and one year of experience in the operation of word processing equipment. Typing exam. Prefer previous word processing experience. \$9,437.76-13,175.28; \$361.60. 5/17/84.

SENIOR SECRETARY (Health)

Graduation from high school and three years of secretarial and/or clerical experience. Typing exam. Prefers University and budget experience. \$10,419.12-14,657.76; \$399.20. 5/17/84.

SECRETARY SPEC. (Computer Services)

Graduation from high school and two years of secretarial and/or clerical experience. Typing exam. Prefers knowledge of computer language, purchasing and travel procedures. \$9,437.76-13,175.28; \$361.60. 5/17/84.

CUSTODIAL WORKER (Bldg. Svcs.)

Two positions. Ability to follow written and oral instruction. Hours: 4 p.m. to 12:30 a.m. \$7,475.04-9,688.32; \$286.40. 5/24/84. 5/17/84.

SECRETARY SPEC. (Mech. Engr. & Aerospace Sciences)

Graduation from high school and two years of secretarial and/or clerical experience. Typing exam. Familiarity with University research procedures and word processing preferred. Temporary through July 13, 1984. \$9,437.76-13,175.28; \$361.60. 5/17/84.

FISCAL ASSISTANT I (Housing)

Graduation from high school and two years of bookkeeping and/or clerical accounting experience. \$9,918.00-13,885.20; \$380. 5/17/84.

OPS Temporary

SENIOR SECRETARY (Purchasing) Graduation from high school and three years of secretarial and/or clerical experience. Typing exam. \$4.99/hr. 5/24/84.

Pi Phi schedules inside scoop on Versailles Palace

Pi Beta Phi sorority is sponsoring an address by a New York model/tv journalist/costume and set designer/famous hostess at noon on Friday, May 25, at the Hyatt Regency Hotel.

Barbara De Portago will lecture on what it was like to be the first child since Louis XVI to grow up in the Palace at Versailles. Her stepfather was curator of the Versailles Museum.

Reservations may be made by calling 644-1716 before May 22. Tickets are \$25 and proceeds go toward construction of a Pi Phi sorority house on Greek Row at UCF.

Sick list

Friends, coworkers and acquaintances, missing from the scene, who have been in the hospital, include:

Diane Weiner (secretary/Purchasing) Florida South; Don Marcum (locksmith/Physical Plant) Orlando General; Elma Heischman (fiscal assistant/F&A) at home; Ina Carpenter (decals and fines supervisor/Police) at home.

Also, Dr. Rex Brown (associate dean/Extended Studies) Winter Park Hospital; Pat DeWoody (clerk/Physical Plant) at home, and Dan Arnold (mechanic supervisor/Physical Plant) at home.

Classified

This is a free service to fulltime UCF employees

SERVICES

Typing. Reasonable rates. Spelling, grammar and punctuation corrections. 273-8338.

FOR SALE

Furniture: desk, chair, file cabinet, two bookcases. Walnut finish. 2 years old. Comes as a set. 365-7835.

Sandy Cove: 1 bedroom, 1 bath. Beautiful corner lakeview unit. Screened porch. Pool, tennis, clubhouse, boat dock. 331-0493.

Buffet. Walnut, marble top for serving. Art Deco. 4 drawers and 2 china areas. Marti, x2811 or 365-6874.

Refrigerator/freezer, side-by-side. 9.06 cubic ft. freezer; 12.10 cubic ft. refrigerator. Frostless, avocado green. \$150. 275-7407 after 5 p.m.

1978 Honda motorcycle, 550 four. \$550. Good condition. 275-7407 after 5 p.m.

1981 Ford F-100 pick-up, 300 cu. in., 4-speed OD, 24 mpg hwy. White Fiber Topper, 29,000 mi., AM/FM cass. \$5,500; Marshall x2471 or 894-9575 evenings.

1977 Buick Century Wagon, White, great condition, many extras, air, new transmission, 83,000 mi. \$2,600. 677-5619.

Hondo Dirt Bike 1981 CR 80, never raced like new. \$450. 671-6262.

Antique Rocker. Large, ornate, all original dark wood construction. Circa 1890 \$300. 671-6262. M-F 6-10 p.m.

FOR RENT

Furnished room. Full house privileges. Rio Pinar area. Home is new and immaculate. No apartment can compare! \$300 plus share of utilities/mo. Jim Chellis, x2058.

Apartment. 3 bedrooms, 2 baths Brand new. Semoran Blvd. near university—5-10 minutes from UCF. All kitchen appliances. \$490/mo. 628-1351 or 282-1374.

SUMMER CAMP

UCF Summer Boys Basketball Camp. June 11-15 (grades 5-7) and June 18-22 (grades 8-9). Cost is \$45, 8:30 a.m. to 1 p.m. daily. Limited space available. Registration deadline is June 8. Call UCF Basketball Office for further info, 275-2058/2028.

HELP WANTED

Mom's Helper, Summer employment, Mon.-Fri. 20 hrs./wk. 678-7880 or x2308.

OFFICIAL To Spotlight the UCF BALLOT Employee of the Month

I nominate _____ to be
UCF SPOTLIGHT EMPLOYEE OF THE MONTH for JUNE. (Nominee must have been employed for at least one year.) Faculty and A&P personnel may also nominate a career service person for this award. Rationale for nomination (i.e. job performance, dependability, attitude, etc.) _____

Cut out ballot and return to Dorris Cannon, ADM 230, by May 21.

Signed: _____